



Section 1 – Subgrantee Overview

Table of Contents

I.	Service Area: Organization Network and WAP Subgrantees.....	1
A.	Community Action Agencies.....	1
B.	Not-For-Profit Organizations.....	1
II.	Subgrantee Selection.....	2
A.	Pre-Award Solicitation.....	2
1.	Required Documentation	2
2.	Evaluation Criteria	2
3.	Requirement for a Public Hearing	3
B.	Post-Award Probation Period	3
III.	Subgrantee Monitoring	3
A.	Problem Resolution.....	4
•	Reporting.....	4
•	Housing Quality.....	4
•	Health and Safety.....	4
•	Fiscal Compliance.....	4
B.	Monitoring Activities.....	4
1.	Desk Monitoring	5
2.	Fiscal and Procedural Monitoring.....	5
3.	Housing Quality Monitoring.....	5
4.	Independent Fiscal Audit Review	6
IV.	Notification of Personnel Changes	6
A.	Weatherization Personnel	6
B.	Executive Directors and Board Chairs/Presidents	6
V.	Terms for Probation, Defunding or Penalties	7
VI.	Procedures to Terminate a WAP Subgrantee.....	7
VII.	Additional Information – Helpful Websites	7

Section 1 Attachments:

Attachment 1-1	Map of WAP Service Areas
Attachment 1-2	WAP Administrative Office Addresses and Contacts
Attachment 1-3	Agency Numbers and Counties Served
Attachment 1-4	MoWAP Client File Review and Reimbursement Checklist
Attachment 1-5	Fiscal/Procedural Monitoring Tool